

F.No. 18/1/2013-Genl
Government of India
Ministry of Commerce, Industry & Textiles
Directorate General of Foreign Trade
(General Section)

Udyog Bhawan, New Delhi

Dated: 14th May, 2013

Tender Notice

Supply of consumable items for HP printers etc.

Sealed quotation subscribing "Quotation for supply of consumable items for HP printers etc. are invited from authorized Dealers of HP for supply of consumable items for printers etc. at DGFT, Udyog Bhawan as per the items and specifications indicated in Annex-I. Sealed quotation may be addressed to Sh. Harit Kumar Shakya, Foreign Trade Development Officer, D.G.F.T, Room Number-202, H-Wing, Udyog Bhawan, New Delhi and must reach him by 3:00 PM on or before 21st May 2013. The quotation will be opened at 3:30 PM on the same day in the presence of those tenderers who wish to be present. The terms and conditions are as follows:

Terms & Conditions:

- 1. Delivery Period and Location:** Delivery should be made at the following address within 2 calendar days of placement of supply/purchase order:
Room Number-301, DGFT, H-Wing
Udyog Bhawan,
New Delhi-110011
- 2. EMD:** Earnest Money Deposit (EMD) amount for Rs. 5000/- (Rs Five Thousand Only) in the form of DD/Bankers cheque drawn in favour of CPAO, DGFT, Payable at New Delhi shall accompany the sealed quotations. Bids not accompanied with EMD shall be summarily rejected. The earnest money shall be returned to the successful and unsuccessful bidder after the finalization of the tender.
- 3. Performance Security:** The firm whose quotation is finally accepted shall have to deposit a sum of Rs. 50,000/- (Rs Fifty Thousand Only) in the form of Bank Guarantee or fixed deposit pledged in favour of CPAO, DGFT, as security. The security deposit will be released after satisfactory completion of the contract.
- 4. Validity Period:** The rates quoted should be valid for one year from the date of signing of agreement subject to renewal for a further period of one year. No increase in rates will be allowed during the validity period.
- 5. Undertaking:** An undertaking, in respect of owning all the responsibility about genuineness of the items must accompany the quotation.

6. **Late Quotations:** Quotations received late will not be considered.
7. **Right to Reject:** DGFT has the right to reject any or all quotations without assigning any reason or to place purchase order on any supplier.
8. No cutting/overwriting is allowed in the quotations.
9. The Agency should also provide the following details:-
 - (i) Pan Number :
 - (ii) Sale Tax/Vat No. :
 - (iii) Service Tax Reg.No. :
10. Rates will be all inclusive except taxes.

In the event of any dispute, decision of the Additional Director General Of Foreign Trade shall be final and binding on all parties.

Harit Kumar Shukla
14.5.13

(Harit Kumar Shukla)
Foreign Trade Development Officer
Tel. No. 23063451

Copy to:
(i) EDI, with a request to publish tender notice by today.
(ii) CPPPantel.

Annexure-1

List of consumable Cartridge.

Sl.no	Model No
1.	HP Toner CE- 278A
2.	HP Toner Q-2612A
3.	HP Toner CC-388A
4.	HP Toner Q-7553A
5.	HP Toner Q-5949A
6.	HP Toner C-7115A
7.	HP Toner CE-255A
8.	HP Toner Q-7516